

27 July 1955

MEMORANDUM FOR: Project Security Officer

SUBJECT : Clearance of Additional Lockheed Personnel  
into [ ]

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1. In a telephone conversation on 26 July, Kelly Johnson said that it would be necessary from time to time for him to seek clearances on short notice for additional personnel to proceed to [ ] He explained that, unless he gave us a very long list of all of the individuals who might conceivably be needed there, unforeseen urgent requirements of this sort were bound to arise. He explained that these would be individuals already cleared for the project.

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2. I told him I thought we could establish an expeditious procedure for handling such cases which would be both more secure and more orderly than the present method of frequent long distance telephone calls. I explained that I thought it would be possible for us to clear individuals in time for a morning shuttle flight on one day if their names could be furnished to a local (Los Angeles) address by noon (Los Angeles time) of the previous day.

3. What I have in mind is an arrangement along the following lines:

a. The procedure would involve the submission to your Los Angeles office of the full names of individuals already cleared for the project together with an indication of the individual's job (engineer, maintenance mechanic, pilot, etc.), the date on which his presence at [ ] is required, and, in one sentence, the reason for bringing him into phase 2. The reason might be, for example, "difficulty with hydraulic controls" or "failure of elements of electrical system", etc.

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b. [ ] would transmit this information by teletype to Washington where it should reach your office very soon after 3 p.m. Washington time.

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c. You could notify me or, in the event of my absence or unavailability, the Chief of Operations [ ] or other Senior Project Officers, of requests requiring action by the following morning. It is to be presumed that such requests would normally be granted. In the event of doubt there would be time for a telephone call or other communications either to [ ] or to the Lockheed plant.

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25X1A d. By 5 p.m., or in any event before the Project Security Officer (or his alternate) went off duty, a teletype would be sent conveying the decision on clearance requests and the parallel message to be sent direct to [redacted] If for any reason it proved inconvenient for the Security Officer to send such a message, a procedure could be worked out whereby they could be sent by anyone from the Project Headquarters at 2210 E Street. The messages would arrive [redacted] 25X1A by the evening of the day on which the request had been made (provided there was an operator on duty to receive them). In any event, the messages would be available as early as desired the following morning.

25X1A 4. This system would have the virtue of avoiding long distance calls. If the time table were adhered to strictly, these emergency requests would reach Washington well before the close of business (which is not the case under present practice). To enforce conformity with the schedule, [redacted] should be instructed to accept names for clearance by the following morning only up until noon, local time, and to advise both the companies and the individuals in the area that clearance could not be granted on shorter notice. Likewise, it should be the responsibility of the Project Security Officer to dispatch, before going off duty for the day, some reply to any such request received by 3:30 p.m., Washington time. The reply could be to grant a clearance, or in some cases, to postpone a clearance for 24 hours.

25X1A 5. Modifications on this procedure will readily suggest themselves to you. For instance, you might prefer to use the TWX circuit from the Lockheed plant [redacted] to Headquarters so as to reduce the necessity of contact with [redacted] 25X1A In any case, would you let me have your immediate reaction to this suggestion, amended as you may feel desirable. I am convinced some such procedure would be helpful, and I would like to outline the procedure in a message to be dispatched on 28 July.

*/s/*  
RICHARD M. BISSELL, JR.  
Senior Project Officer

SA/PC/DCL:RMB:gig (26 Jul 55)

- 1-Addressee
- ✓ 2-RMB Chrono
- 3-Project Chrono
- 4-Project Reading